



WENDOVER PARISH COUNCIL

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FINANCE COMMITTEE

8th May 2018 – 3PM

St. Mary's Centre, St. Mary's Church, Wendover

Committee Membership:- Cllrs Bulpett (SB), Clayton (MC), Haywood (DH), Walsh (TW) and Worth (SW).

To: All Committee Members

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.

AGENDA

1	ELECTION OF THE CHAIRMAN	
	The Finance Committee will elect a Chairman for the municipal year.	Decision/ALL
2	APOLOGIES FOR ABSENCE	
	To consider any apologies for absence received.	Decision/ALL
3	DECLARATIONS OF INTEREST	
	In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct.	Decision/ALL
4	PUBLIC PARTICIPATION – Maximum 3 minutes per speaker	
5	MINUTES	
	To confirm the minutes of the Finance Committee Meeting of the 13 th March 2018 as a true record.	Decision/ALL
6	CORRESPONDENCE	
	To note and consider any items of Correspondence relevant to this Committee.	Decision/ALL
7	GENERAL REPORTS	
a	To receive an actions, update report from the Clerk/RFO.	Discussion/EJ
b	To review the I&E report, EMRs and balance sheet for April 2018.	Discussion/SB & EJ
c	To review the over £500 report and VAT reclaim for January to March 2018.	Discussion/SB & EJ
d	To review the bank reconciliations and statements for January to March 2018.	Discussion/SB & EJ
e	To receive an update on project costs.	Discussion/EJ
8	OTHER MATTERS	
a	YEAR END	
i	To receive a report on the end of year financial position 2017/18 from the RFO.	Discussion/EJ
ii	To review and sign off the journals and virements for 2017/18 year end process.	Decision/EJ&SB
iii	To review and sign off the cash book for 2017/2018 year end process.	Decision/EJ&SB
iv	To receive a report from the internal auditor for the year 2017/18.	Decision/EJ
b	FINANCIAL REGULATIONS	
	To consider increasing the Clerks delegated authority to spend.	Decision/ALL
9	ITEMS FOR NEXT AGENDA	Discussion/ALL
10	DATE OF NEXT MEETING	
	To consider the scheduled date of the next meeting.	Decision/ALL
11	CLOSURE OF MEETING	

Signed:

A handwritten signature in black ink that reads "E. H. V. Jones". The letters are cursive and connected.

Date: 02/05/2018

Miss Ella Jones
Clerk to the Council

Appendix One – Correspondence

None received.